

General Services Customer Council Meeting

March 14, 2008

Members Present

Charlie Smithson, Ethics & Campaign Disclosure; Jennifer St. John, DNR; Peggy Sullivan, Judicial; Dave Heuton, DPS; Ann Clary, Secretary of State's Office; Margaret Thomson, IDALS; Greg Anliker, Elder Affairs.

Members Absent

John Baldwin, DOC (Excused); John Connors, Member of Public (Excused); Marcia Spangler, IDPH (Excused); Mark Brandsgard, Legislature; Keith Hyland, Voc. Rehab.; Bob Straker, AFSCME.

Others Present

Mollie Anderson, DAS Director; Ray Walton, DAS/GSE-COO, Debbie O'Leary, DAS/GSE; Dale Schroeder, DAS/GSE, Tim Ryburn, DAS/GSE; Nancy Williams, DAS/GSE; Barbara Bendon, DAS/GSE; Mark Blazek, DAS/GSE; Laura Riordan, DAS; Lana Morrissey, DAS; Patricia Lantz, DAS; Mark Johnson, DAS; Bobby Bailey, DAS; Mark Willemssen, Legislature; Megan VanWyk, Ethics.

Call to Order

Meeting was called to order by Chairperson Charlie Smithson at 9:05 a.m.

Roll Call

Member roll call taken by Nancy Williams.

Welcome New Members

The Council welcomed new member Margaret Thomson from IDALS, replacing Cindy Morton who is retiring. Also welcomed Ray Walton, General Services COO.

Election of Vice Chair

Greg Anliker nominated Peggy Sullivan as Vice Chair. Margaret Thomson seconded the motion. Motion passed. Peggy Sullivan accepted the position.

Approve Minutes of November 9, 2007

Ann Clary moved to approve the minutes of November 9, 2007 as submitted. Greg Anliker seconded the motion. Minutes approved.

Elect GSE Council member to serve on I/3 Customer Council

Dave Heuton volunteered to serve on the I/3 Customer Council representing the GSE Customer Council. Members supported this action.

Rate - Discussion

Rate Increase – Proposed rate increase for Snow and Cold Weather Watch for the Capitol Complex. Last year we had about 39.3 inches of snow and this year we have already had 56.5 inches of snow and ice. In order to cover this additional cost we are asking for an increase of approximately \$75,000. Hand-out documents the calculation with the cost per square footage. We have asked for this increase for the months of May and June, 2008. Details will be provided to the agencies. Ray Walton stated we put down between 30 & 40 tons of salt and sand every time it snows and twice that when we have ice storms, noting there have been 35 measurable snows this season. Mr. Walton added that the CCM staff is beginning to use the street sweeper on the parking lots and streets we are responsible for, noting staff is trying to save some the sand to use again.

Rate Reduction – Proposed reduction for the Fleet Self-Insurance fund. Hand-out document shows a total rate reduction of approximately \$136,667 for May and June, 2008. This is a rate reduction of \$48.00 per vehicle. It was noted the State has not had any consequential liability losses which enables us to make this rate reduction.

Rate Reduction – Proposed reduction for Purchasing. Hand-out document shows a total rate reduction of \$200,000 for March through June, 2008. Ray Walton noted much of this reduction is from the rebate for supply purchases by cities and counties, adding we are trying to expand purchasing to other local governments, county governments, etc. We receive 1% rebate on what they purchase which helps us reduce rates.

Director Anderson commented on the Purchasing reduction noting DAS had a general fund appropriation to hire a Strategic Partnership Director noting that position was held by Pat Deluhery who has retired. Gene Gartner has now joined DAS in this position on a part-time basis. Mr. Gartner will work particularly with the Community Colleges at first, which may have additional impact down the road on rates. Chairman Smithson stated he appreciates the fact DAS is doing this and has done it well.

Dave Heuton moved to approve the three rate adjustments presented. Margaret Thomson seconded the motion. Roll Call vote – all members voting affirmative. Motion passed.

Rate Methodologies for FY2010

Ray Walton advised DAS/GSE does not plan to make any changes in the rate methodology for the FY2010 budget.

Director Anderson added given the current legislation being debated that we move the Customer Councils to the Department of Management; we are seeking approval from them to allow this group to go ahead and set the rate methodology.

Greg Anliker moved to maintain the FY09 methodology and apply to FY2010. Jennifer St. John seconded the motion. Motion passed.

Review of Customer Bylaws

Chairman Smithson stated the Customer Council bylaws, with few exceptions, just mirror the Administrative Rules, noting the Council doesn't need to take up time changing the bylaws at this time. Chairman Smithson asked that this item be tabled.

Patricia Lantz stated there is a conflict at the current time between the bylaws and the Administrative Rules with regard to whether the union member can vote. Ms. Lantz noted the Administrative Rules really "trump" the bylaws; adding we may want to consider aligning this with the Administrative Rules at some point. This is currently being handled with a waiver.

Business Plan

Mark Johnson distributed a "draft copy" of the Business Plan noting he has attempted to draw from previous business plans which each of the enterprises had and combine into one DAS Business Plan. Each enterprise will be reviewing and making comments on this draft document. Mr. Johnson asked Council members to comment on the document also. Mr. Johnson stated the financials have a "place holder" that does not include the most recent year available which would be FY07. We will also attach a copy of the DAS Strategic Plan which we are in the process of reviewing for a final time.

Mr. Johnson stated once the DAS Business Plan is finalized it will be brought back to the Customer Council for approval. Mr. Johnson advised that the Customer Council does have to approve the Business Plan.

Review of 2008 Meeting Dates

After discussion of the budget schedule, it was determined an April meeting was not necessary. The GSE Customer Council will meet at its regular time in May, 2008.

Sub-Committee reports (Leasing & Space Management)

No update at this time

Next Meeting

April, 2008 meeting Cancelled
May 9, 2008 meeting to be held

Close & Adjourn

Meeting adjourned at 9:45 a.m.

Respectfully submitted,
Nancy Williams, Secretary